

CROWMARSH GIFFORD C. E. SCHOOL



KEY STAGE 1 COOKING POLICY 2016

All children in Classes R, 1 & 2 are offered the opportunity to cook with the support of parent helpers. This is at the discretion of the Head Teacher and staff and is coordinated, organized, run by and funded by parents. Cooking with classmates can build self-esteem, requires team work, uses reading and numeracy skills and exposes the children to new tastes, as well as some much loved favorites.

Aims of the Policy

- To set out the role of parents in helping keep cooking an activity in school.
- To ensure the school's safeguarding and other relevant policies are adhered to.
- To provide a guide for parents helping co-ordinate and rota cooking sessions.
- To ensure all involved have a fun and positive experience.
- To involve children, parents and staff working as a team.

The Role of the Class Teacher

It is the responsibility of class teacher to send the group of children out to the parent helpers when asked to do so. This is absolutely at their discretion and subject to curriculum and other timetabling changes. If for some reason the timetable changes the class teacher is asked to inform the coordinator who will inform the relevant parent helpers.

The Role of the Head teacher

It is the responsibility of the headteacher to ensure any safety concerns raised regarding the cooker or fridge are dealt with to ensure all health and safety and food hygiene regulations are met. The school will not be expected to cover any of the costs of this activity, or provide adult supervision for sessions. The headteacher has the right to request cooking not go ahead without reason.

The Role of the Parents

The role of parents is the biggest factor in ensuring each class gets to cook. Each family is asked to contribute towards the cost of the ingredients, which will be purchased by the coordinator- or an agreed person. Before a parent is able to come into school to help they have to have completed safeguarding training and have a school DBS certificate, seen and documented by the school. It is the parents' responsibility to ensure this is completed before being put onto the class rota. Parents are also asked to give a contact e mail to the coordinator so communication regarding issues for cooking can be efficiently distributed. This will be kept strictly confidential and not used unless required.

Each week a group of children from each class will cook. There are to be a MINIMUM of 2 parent helpers per session, as school staff are not expected to support this activity. If there are only 2 helpers available, only 4 children will be able to cook in that session. If 3 helpers are available, 6 children can cook, 3 pairs, each supervised by a parent. If there are less than 2 helpers available, cooking for that class will not be able to go ahead that week.

Before the children come out of class, the parent helpers are to get out all equipment and ingredients and familiarize themselves with the recipe. Children are to wash their hands and put on an apron before cooking starts. Each parent is to support the children they are supervising to cook, to be as independent as their age allows, and to ensure each child has a turn and is fully involved and engaged in the activity. Once the food is ready for the oven, the children are to wash their hands again and return to class. Whilst the food is cooking, parents are to wash up and put all equipment away and return ingredients to where they were. As the amount of ingredients will be for all 3 classes, unless there has been a spillage or the food has been spoilt, no more than the amount on the recipe is to be used. If extra is used, the

coordinator is to be informed, to ensure enough ingredients are available for the other classes. Once the food is cooked and out cooling, the class teacher should be informed and parents should sign out from the school office. One parent should take the aprons and tea towels home and return them as soon as possible. They should also inform the coordinator if any equipment damaged, faulty or inadequate.

Any parent who has had diarrhea or vomiting within 48 hours cannot cook.

The Role of the Coordinator

The coordinator is the person (or people) who have ultimate responsibility for the smooth running of cooking sessions. The responsibilities include

- Monitoring the equipment to ensure it is in good condition.
- Ensuring there is a stock of “dry” ingredients and that they are in date.
- Choosing a recipe each week and ensuring all ingredients, enough for all 3 classes, are in school before the first session of the week.
- Ensuring the recipe is clearly visible for the parent helpers.
- Being aware of any food allergies across all 3 classes. Avoiding ingredients where possible. If not, making parent helpers and school staff aware of potential issues.
- NUTS are NEVER to be used in cooking in school.
- Ensuring the fridge and oven are in a clean and hygienic condition
- If the coordinator does not do the rota’s, the person doing them should, as far as is practicable, divide the children into groups, and ensure there are enough parent helpers for each session to the above ratios. The coordinator should be made aware of Rota and child groups as some children can eat certain foods but have sensitivities when handling them so then the coordinator can make relevant recipe choices and inform staff and parents of any potential issues.
- The money for the ingredients will be reimbursed on the production of relevant receipts.
- To keep the administration burden of running cooking for the school to a minimum.
- To keep the class teachers informed with up to date Rota information, where possible.
- Where possible inform the teachers in advance of what is being cooked so they can tell the children if they ask.
- To inform the headteacher of any concerns regarding the oven or fridge.
- To make any changes to rota’s, or inform parent helpers of any session changes or cancellation due to timetable or curriculum issues, or at the request of the school.
- To inform the school of any cooking issues relevant to safeguarding or safety.
- To maintain confidentiality of all contact information at all times
- To try to ensure all children have the support they need during cooking. If 1:1 is used in class to make sure teachers aware of when child cooking and if 1:1 is needed during cooking that this is taken into account.
- To try to ensure recipes reflect the wide variety of seasons, cultures and backgrounds that influence our lives.
- To review this policy annually and respond to changes requested by the school, parents or others to make this a continuing and successful activity.